

**LOCAL EMERGENCY PLANNING COMMITTEE**  
Knox County EMA- 301 Park St.-Rockland, ME 04841  
Web Site: [www.knoxcountymaine.gov/ema](http://www.knoxcountymaine.gov/ema)

6/3/14 LEPC Meeting

The meeting was called to order at 1030 by Foner Curtis, Vice Chairman in the EMA Office at FMC. Started off with the FMC Visitor Safety Training. It was explained that FMC BioPolymer is now called FMC Health & Nutrition. Members introduced themselves to the new representative from Red Cross, Larry French and the representative from Midcoast Recreation Center, Dan Lapointe.

Meeting Attendees:

Jeremy Pare	Lonza, Rockland	Laurie Beckwith	PBMC
Donna Allen	Knox Cty EMA Admin. Asst.	Larry French	Red Cross
Foner Curtis	Lonza, Rockland	Jon Vargo	FMC EHS Manager
Arthur T. Kiskila	Cushing	Jon Alspaugh	FMC Env. Rep.
Justice Yanik	Lyman Morse	Dan Lapointe	MRC

- Ray Sisk made the motion to accept the minutes as corrected of the 4/1/2014 and seconded by Laurie Beckwith. All were in favor.

**Secretary's Report:**

Correspondence:

- Applications for LEPC membership- Larry French and Dan Lapointe
- E-mails from Robert Gardner: The Training Guide to Ethanol Emergency Response; Crude Oil shipments in Maine
- Emergency Order/Department of Transportation
- E-mail from Faith Mayer- West Volunteer FD Fatality Report. (Report emailed to membership 6/4).

**Treasurer's Report:**

Received March 2014: LEPC Stipend: \$1134.93; LEPC Grant Reimbursements: HM 8049-\$4264.66; HM 8060-\$382.55; HM 8061: \$2745.75; HM 8066-\$83.85 Interest \$8.59

Received April 2014: Grant Reimbursements: HM 8060- \$1123.56; HM 8061-\$1689.00; HM 8066-\$2667.00 Interest \$10.76

Bills pd out in March 2014: Personal Services: \$367.28; General Operating Expenses: \$51.98; HM 8049-\$158.86; HM8060-\$654.85; HM 8061-\$1616.75; HM8066-\$ 83.85

Bills pd out in April 2014: Personal Services: \$367.28; General Operating Expenses: \$58.22; HM 8060-\$457.99; HM 8061-\$1409.01; HM 8066- \$8592.44

LEPC Operational Fund balance as of April 2014	\$103.96
Grant and other fund balances as of April 2014	<u>\$34236.89</u>
Total balance in checkbook as of April 2014	\$31617.51

Laurie Beckwith made the motion to accept the treasurer's report and Justice Yanik seconded the motion. All were in favor.

**Training updates:**

Red Cross Trainings- Larry explained the courses	6/8, 6/11, 6/24, 7/13, 7/16, 7/31	Client Casework, Shelter Fundamentals, and Disaster Services Overview – no costs for disaster related courses.	Open to all
Spill Training	June 2014	Lonza	Open to LEPC members
2014 MLF TTX	July 9, 2014 @ 1800 hrs.	EMA Office	Open to LEPC member
PBARC Field Day	June 27 & 28, 2014	Thomaston Green	Discussion.

**Exercises:**

Exercise series with Camden Parks & Recreation, Camden Fire & Snow Bowl	TTX, Workshop a drill then work it into a full scale sometime early fall with PBMC as a mass casualty. <b>May not go.</b>
MRC TTX (5/6/13)	Reviewed AAR. Dan Lapointe spoke about several issues that came up during the MRC TTX. Corrective action plan (CAP) items 1 and 2 have been completed. Item 4 is in process with assist from other LEPC member facilities, and item 3 will be included as a 2014 HSGP request. Several suggestions were made some of the issues.

**New Business:**

- Knox County LEPC Fiscal Year 2015, LEPC Work plan and proposed operating budget.

The draft of the LEPC work plan and proposed operating budget was handed out prior to the start of the meeting. Ray went over the LEPC work plan as presented and discussed the 2<sup>nd</sup> bullet in length. Revised projects and metrics were discussed.

Ray then went over the operating budget. If the budget had an increase of Donnas pay to \$19.91 and kept the budget as before then we would be over budget by \$1246.00. If we keep Donnas pay at \$16.42 per hour as it has been in the past and take away certain monies we could stay within the stipend for FY 2015. Or we decrease Donna's time to 4 hours per week and increase her pay to the EMA rate of \$19.91 we would also be within the stipend. Donna will have a \$120.00 year loss due to the 4 hour week. Foner made the motion to decrease Donnas time to 4 hours a week and pay her at that the current EMA rate of \$19.91, Justice seconded the motion. All were in favor. Anything that Donna can't do within those 4 hours sent to state for assistance. Donna will be required to stick the four hour LEPC work week. This change will begin on July 1, 2014.

**Old Business:**

- County website online! [www.knoxcountymaine.gov/lepc](http://www.knoxcountymaine.gov/lepc). Continue to need your input for LEPC content.

**New/Miscellaneous Business:**

- Review of the "A Guide to EPCRA and Chemicals in your Community Booklet. The review is postponed until a later date.
- Next regular LEPC meeting will be August 5, 2014 at 10:30 AM, at Lyman-Morse in Thomaston.
- Ray made a motion and Jeremy seconded the motion to adjourn. All in favor.

Meeting Adjourned: 11:50 PM. Following the meeting there was a tour of FMC.

Respectfully submitted,

***Donna Allen***

Donna Allen

LEPC Secretary